



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	GOVT. COLLEGE JUKHALA, DISTT.- BILASPUR, H.P.
Name of the head of the Institution	Anju Bala Sharma
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	01978286201
Mobile no.	7018222794
Registered Email	principalgcjukhala@gmail.com
Alternate Email	sharmaanju311@gmail.com
Address	Jukhala
City/Town	Bilaspur
State/UT	Himachal pradesh
Pincode	174033

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Dr. H.L. Sharma			
Phone no/Alternate Phone no.		01978286201			
Mobile no.		7018025484			
Registered Email		principalgcjughala@gmail.com			
Alternate Email		hlsharmamail@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://gcjughala.ac.in/			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://gcjughala.ac.in/page/igac			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.62	2019	02-Nov-2018	01-Nov-2023
6. Date of Establishment of IQAC			25-Sep-2013		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
Discussion & Suggestions on NEP	11-Jul-2019 1		14		

No Files Uploaded !!!

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

• Digitalization • Minimizing environmental degradation • Development Programmes for Staff, Faculty and Students • Fulfilling social responsibilities • Participation from stakeholders • Enabling participation from the differentlyabled students. • Academic and administrative audit was done regularly. • UGC CBCS is being implemented smoothly.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Activity Calendar Prepared in the beginning of the AY	Activities are being carried out as per the calander
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14. Whether AQAR was placed before statutory

No

body ?	
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	24-Sep-2018
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	07-Aug-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<ul style="list-style-type: none"> • Personnel Management Information System (PMIS) maintains records of employees and the service books are online. • Drawl and disbursement available is online and salaries etc. are credited through digital mode to individual bank accounts. • GPF CPF of the staff is maintained through digital mode. • Student database is maintained through software. • Regarding scholarship of the students, online applications are received and scholarship is credited through online digital system. • End Term Examination is managed through online system. • Internal assessment and term awards are submitted online and database is maintained digitally. • Library provides INFLIBNET and internet access to the students. Passwords are provided to the students / faculty to access INFLIBNET and record is maintained in the library.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution has designed well planned curriculum, which is properly documented and delivery is ensured in a time bound manner. The institution is affiliated to Himachal Pradesh University Shimla. The curriculum is devised by the said university in consultation with college administration and senior faculty members. In the Board of Studies senior faculty members of the college

help to devise and revise the curriculum at regular intervals. Planning and implementation of the curriculum is done most effectively by introducing students and stakeholders, first to the larger mission and the wider vision that defines the particular purpose which the college stands for and seeks to promote. The mission of the college is to fulfil what it has envisaged by providing quality education with the implementation of CBCS in 2013 which will enable students to become educated, responsible citizens and realize their status in the society. In the year 2016-17 RUSA (CBCS) of UGC has been adopted by the institution as per the direction of Higher Authorities of the Govt. of Himachal Pradesh and guidelines of the UGC. Inter disciplinary approach is adopted so as to enable students to have access to curricular and co-curricular opportunities for enhancing academic acumen, employability and entrepreneurial skills. Ample choices are offered to the students by integrating CBCS and discipline specific, interdisciplinary electives in curricula to meet students' interests and aspirations. Workshops and seminars such as RUSA orientation workshops and admission guidance workshops are organized from time to time for the teachers and faculty members. The inputs for curriculum planning were taken in the college and conveyed to the higher authorities. The curriculum is implemented in letter and spirit. The college ensures that the UGC guidelines are implemented in letter and spirit. The teachers receive procedural and practical support from the college and university authorities in implementing the curriculum. An established and furnished library of the institution assures the availability of the books related to new syllabi to the students. Project reports, assignments and house examinations help in the continuous and comprehensive evaluation of the students. The documentary record of these activities is kept by the teachers and college.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, English, Geography, Hindi, History, Music, Physical Education, Political Science, Sanskrit	01/07/2019
BSc	Physics, Chemistry, Botany, Zoology, Maths	01/07/2019
BCom	Commerce	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

Certificate	Diploma Course

Number of Students

0

0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained
<p>In order to improve the functioning of the college, feedbacks are regularly obtained through various ways and efforts are made to involve, so as to involve every aspect where they evaluate the functioning of the college in various parameters administrative, academics and in general. The suggestions are considered and incorporated. College receive feedback from students through a teacher evaluation questionnaire where the teachers are evaluated on various parameters of the teaching learning process. Apart from conducting regular meetings of CSCA, Induction Programmes, Open General Houses, Tutorials, mentoring sessions etc. are organized to address students problems, Departments are instructed to look after the problems of students. College administration makes sure that students are involved and they render their contribution in running the college efficiently. Regular staff meetings are organized and the Principal interacts personally with each and every department to make sure the proper functioning of courses and their requirement. The Principal conducts meetings from time to time. Feedback is also obtained from parent teacher association and old student association of the college and it is ensured that their general house and executive body meetings are held on scheduled time, where important issues are discussed pertaining to the college and decisions are taken accordingly in the interest of the students and the institution.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION**2.1 – Student Enrolment and Profile**

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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BSc	Physics, Chemistry, Botany, Zoology, Maths	400	53	53
BCom	Commerce	80	66	66
BA	Sanskrit, Economics, English, Geography, History, Hindi, Music, Political Science, Physical Education	720	204	204
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	323	0	15	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
15	15	3	2	1	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a well defined students mentoring system through specific teacher cum tutors. fixed number of students, about 30 are assigned to each teacher for mentoring. Continuous efforts are made for creation of a better environment in the college where students can approach teachers for both educational and personal guidance. Two way communication between teachers and students enhance of their knowledge base. Awareness and support to students for various competitive exams are given in college. Various experts are called by college for the motivation and guidance of students so that they can excel in higher studies and entrepreneurship. The principal keeps a close eye for the functioning of student mentoring on regular basis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
323	15	1 : 22

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	15	4	2	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BSc	B Sc	Semester	30/04/2019	15/07/2019
BCom	B Com	Semester	30/04/2019	15/07/2019
BA	BA	Semester	30/04/2019	15/07/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

•House exam / MTT's are conducted prior to end term examinations. The house exam committee is constituted in the college for the smooth conduct of internal examination. • Students are given assignments / questions to familiarise them with the pattern of final examination. • Class tests, group discussions, seminars, quiz are conducted. • The results / poor performances of students in MTT's are informed to parents by post. • There is a complete transparency in internal assessment. At the beginning of semester, faculty members inform the students about the various components of internal assessment. The internal assessment is prepared as per the university guidelines and is displayed on the notice board. • Student feedback system has been developed.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar is prepared and adhered to as per the direction/notification of Himachal Pradesh University Shimla and Govt. of Himachal Pradesh. The Calendar is provided to the students and faculty members. The prospectus of the institution containing all such information is provided to the students and teachers before the commencement of academic session.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

www.gcjukhala.ac.in

2.6.2 – Pass percentage of students

Programme	Programme	Programme	Number of	Number of	Pass Percentage
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Code	Name	Specialization	students appeared in the final year examination	students passed in final year examination	
B Sc	BSc		19	19	100
BCom	BCom		24	24	100
BA	BA		71	59	83.1
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

[Questionnaire and survey analysis is uploaded in college website
-www.gcjkhala.ac.in](http://www.gcjkhala.ac.in)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Progression for Brilliance in Commerce management and economics	Commerce	01/10/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded

0	0
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3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Economics	2	3.2
National	Chemistry	1	1
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	2
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	14	0	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Employment Awareness	GC Jukhala	Employment Awareness	6	120
anti Drug awareness	GC Jukhala	anti Drug awareness	14	100
Swachh Bharat, Aids Awareness, Gender Issue	GC Jukhala	Swachh Bharat, Aids Awareness, Gender Issue	14	325
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
500000	500000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
No Data Entered/Not Applicable !!!			

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	20	14	14	0	0	3	2	124	0
Added	0	0	0	0	0	0	0	0	0
Total	20	14	14	0	0	3	2	124	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

10 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
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0.5	0.3	0.25	0.25
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4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Government agencies provide/sanction funds for maintenance of campus infrastructure (physical and academic support facilities). The college Advisory Committee and Project Monitoring Unit decide about the construction, renovation and purchases (instruments/computers/equipments) which are required for the college infrastructure. A detailed project report is prepared by the authorized agency such as HPPWD etc. and the same is forwarded for the approval of the Higher Authorities (Secretary Education to the Government of Himachal Pradesh). The purchases are made from the Government Agencies / rate contracts / Quotations. (www.gcjkhala.ac.in)

<http://gcjkhala.ac.in/>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!		
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Personal counselling and mentoring	10/04/2019	50	G C Jukhala
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Career Counselling	55	35	8	6
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	7	BCom	GC Jukhala	hpu	MCom
2019	5	MSc	GC Jukhala	HPU	MSc
2019	35	BA	GC Jukhala	hpu	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	6
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Atheletic Meet	College	90
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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	All India intervarsity Kabaddi championship Gold Medal	National	1	0	171015	Bandna
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

CSCA works in tandem with the college authorities. Participation of the students through CSCA is encouraged. Different activities and events such as Swachhta Drive, Voter Awareness Camps, NSS, NCC, Rovers and Rangers, Eco Club activities, Prize Distribution Function etc. are organised effectively by associating with the CSCA. Regular meetings are held with CSCA members and in the year 201819. Three meetings were held to discuss various issues. The decisions taken are effectively implemented.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, Old Students Association (OSA) is functioning in the college. This organization is actively involved in conducting various activities in the institution such as: Blood Donation Camp, Legal Awareness Camp, Infrastructural Development works etc. The Alumni Association also sponsors scholarships to the meritorious and poor students.

5.4.2 – No. of enrolled Alumni:

100

5.4.3 – Alumni contribution during the year (in Rupees) :

5000

5.4.4 – Meetings/activities organized by Alumni Association :

1

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

VISION To make a lifelong difference to the lives of rural youth through holistic education with global standards. **Mission** Social change including modernisation through educating the youth of rural area so as to prepare them to face the challenges of the new millennium, while keeping their ethics and moral values intact. **Leadership** The academic and other student oriented programmes of the college eventually aims at ensuring leadership qualities among the students. The college also seeks to inculcate qualities of competence, confidence and excellence among students through cocurricular and extracurricular activities like Sports, Cultural Activities, NCC, NSS, Rovers and Rangers. The college further aims to mould the students hailing mostly from the marginalized and weaker sections of the society into better individuals and to guide them to contribute constructively towards the society.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Being an affiliated college the institution has limited role in curriculum development however senior faculty are the members of Board of Studies of the affiliating university HPU.
Teaching and Learning	Admissions are done on merit basis. Teaching and learning caters to the diverse need of the present day society. Regular classes, class tests, house examination, tutorials etc. are

	the integral part of teaching and learning process.
Examination and Evaluation	House examination, class test and end term examination along continuous comprehensive assessment is ensured.
Research and Development	In the institution there is no systematic system for research and development however the individual efforts by the teachers are made in the area of research and development.
Library, ICT and Physical Infrastructure / Instrumentation	Library is well equipped and digitalized, INFLIBNET facilities along with resources are available. Teachers are also making use of ICT methods appropriately. Physical infrastructure is adequate to cater to the requirements of students and teachers.
Human Resource Management	Human resource available in the institution is adequate and their energies are properly utilized according to their capacity and aptitude. Work is assigned accordingly in the interest of students and the institution.
Admission of Students	Admission is provided in variety of courses including Self finance courses. The basis of admission in different courses is merit both academic and entrance tests. Reservation roster is followed strictly as per HP Government and the affiliating university norms.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	PARTIALLY
Administration	FULLY
Finance and Accounts	FULLY
Student Admission and Support	FULLY
Examination	PARTIALLY

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr Veena Sharma	Induction Program	SCERT Solan	3000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Financial Literacy	Financial Literacy	26/09/2018	26/12/2019	15	4
No file uploaded.						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Induction Program	1	29/07/2019	12/08/2019	14
Refresher Course	1	02/07/2018	16/07/2018	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
15	15	7	7

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Study Leave Academic Leave All welfare schemes as per HP Government norms	Leave for Training and Capacity Enhancement All welfare schemes as per HP Government norms	Scholarships sponsored by State/Central Govt., PTA and OSA, Concessional bus pass scheme by HRTC, educational tours, industrial training, State Govt. financial aid for skill development programmes, exemption of tuition fees for bonafide girl students, sanitary napkin scheme for girl students, NSS, Gymnasium, Rangers and Rovers, Career Counselling Cell, remedial courses. Reservation Roster is followed.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

To manage the financial works, the institutional has designed internal and

external management /control system. Annual budget is provided to the college by the Directorate of Higher Education in the start of financial year. Norms have been set up to make expenditure by the department concerned. For the monitoring of the same, the superintendent supervises the expenditures and the expenditure so incurred is duly audited by local audit agency of HP Government, HPAG Shimla and authorized Chartered Accountant (CA). The College also ensures transparency regarding financial management and resource mobilization through the Bursar and the Head of the Institution. The financial details and documents are properly scrutinized and maintained.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
PTA, NTPC Koldam	60600	Miscellaneous and purchase of musical instruments
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6.4.3 – Total corpus fund generated

60600

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	HPU through results, Directorate of Higher Education	Yes	Principal and IQAC
Administrative	Yes	Directorate of Higher Education, Local AG office	Yes	Principal and IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

• Parent Teacher Association of the college is functional and helps in the development of the college. Feedback given by the PTA is considered positively for the betterment of the college. Regular meeting are conducted. Parents interact with the teachers and the Principal. • PTA also helps in appointing part time teachers, non teaching staff and security personnels as per requirement of our college. • PTA is providing scholarships for meritorious students. • This body is also providing funds for the College developmental works in the interest of students. Parents usually express their satisfaction on the smooth functioning of the college and appreciate the efforts of the administration and the faculty.

6.5.3 – Development programmes for support staff (at least three)

Supporting staff is encouraged and relieved to attend training and capacity building programmes. Notifications regarding promotions and other welfare schemes released by the Government from time to time are brought to their notice. The college provides following programmes for support of Staff • Computer training • Guest lecturers are organised for Personality Development •

Yoga Workshop (Yoga Workshop was conducted by commerce Society on Yoga day).

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Library is equipped with e-journals and INFLIBNET access is given to adequate number of students. Computers are provided to the students to access material on internet and through INFLIBNET.
- The institution has made efforts for harnessing green energy.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	Yes
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Workshop on Social Surfing	10/10/2018	10/10/2018	10/10/2018	14
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
"Gender Discrimination among Girls students at Home, Educational Institution and Society Level."	26/12/2018	26/12/2018	100	50

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. A green renewal energy is one of the vision of the institution. LED lights have been installed in the college campus. 2. A one day seminar on "Glacier Melting, Biodiversity Management and Strategies for Conservation" by ECO Club of the college. 3. "Afforestation Drive" was undertaken on 26.07.2018 to make the campus green. 4. Vermi compost Pit has been constructed in the campus for waste management. 5. "Save Energy and Water Conservation Awareness Campaign" was conducted to educate the students about energy and water conservation on 15.09.2018.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Physical facilities	Yes	5
Ramp/Rails	Yes	5
Rest Rooms	Yes	5
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	2	2	04/02/2018	1	Interaction with community on local social issue	2	40

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Central Civil Services (Conduct Rules) Central Civil Services (Conduct Rules)	01/01/2019	1964These two sets of rules are considered most important as they relate to employee code of conduct and discipline. Out of these two, the CCS (CCA Rules are consulted in Government offices in connection with discipline cases. These rules are applied for regular/permanent Govt. employees of the State. Contract employees of the state are not covered under these rules. Contract policies for the contract employees have been made by the Govt. vide their Notification No. PER (AP)CB (2)2/2015 dated 18022018 under these terms and condition the contract employees have been entitled for 10 Medical Leaves, 12 Casual leaves, 5 Special Leaves and 180 days maternity leave in case of women contract employee of the State.

Central Civil Services (Leave Rules)	01/01/2019	1972The Regular Govt. Servant in case of women is also entitled for 180 days maternity leave under amendment in sub rule (1) of Rule 43 of Central Civil services (leave) rules 1972 for the figure "135", the figure "180" shall be substituted vide Notification No. Fin ©A (3)1/2008Loose dated 21122017.
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7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World Population Day	11/07/2018	11/07/2018	150
PTA General House	13/07/2018	13/07/2018	20
Energy Day	12/08/2018	12/08/2018	100
International Youth Day	29/08/2018	29/08/2018	120
Teachers day	05/09/2018	05/09/2018	100
International Literacy Day	08/09/2018	08/09/2018	45
Hindi Divas	14/09/2018	14/09/2018	120
World Ozone day	17/09/2018	17/09/2018	45
National Education Day	12/11/2018	12/11/2018	75
World AIDS Day	01/12/2018	01/12/2018	75
Human Right Day	10/12/2018	10/12/2018	85
National Science Day	06/03/2019	06/03/2019	100
International Woman day	08/03/2019	08/03/2019	45
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Institution is committed to make the campus ecofriendly and for this institution, from time to time, takes different initiatives. Following activities were conducted by the various clubs and committees. 1. Poster making competition was organised on the themes of Global Warming and Drug Menace. 2. Sadbhawana Divas was celebrated by planting trees. 3. Seminars were organised by ecoclub on the topics of Biodiversity and Sustainable development. 4. Waste paper management cum exhibition was organised. 5. For making institution clean and garbage free dustbins were installed at key areas. 6. Cleanliness drives were organised from time to time by various Clubs/Committee to make college ecofriendly. 7. College has been declared tobaccofree and smoking is strictly banned in institution. 8. Use of plastic bags is strictly prohibited.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Students mentoring was done comprehensively through tutorials, induction and interaction meetings. 2. Students were motivated for Swachhta and it was taken as a motivating event by all the stakeholders 3. Legal literacy campaign was carried out in the institution to spread awareness among the students about their rights and duties.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

• To meet the present day requirement of skill based education the college has started two new Bachelor Courses in Vocational Studies i.e. Retail Management and Hospitality Tourism. The courses provide skill based training to the local youth to compete with the ever growing competitive world. Retail management and Hospitality Tourism are important part of business industry that plays tremendous role in the growth of economy. • Efforts have been made to tap green energy. • Rain water harvesting is being done and the harvested water is being used for maintaining greenery in the campus. • Sensitization programme were organized for the differently abled students. • Legal literacy awareness programmes are regularly conducted. The college performs quite well in cultural, sports and NCC activities.

Provide the weblink of the institution

<http://gcjukhala.ac.in/>

8.Future Plans of Actions for Next Academic Year

1.To encourage the teachers to actively participate in research oriented activities and organise seminars workshop etc. 2. Renovate the exiting infrastructure for better management of academic and office related works to strengths the student support activities particularly the grievance redresal cell and career counseling cell. 3. Provide department wise internet facilities and eresources. 4. To orient teachers for best use of ICT for teaching and learning. 5. Motivating the teachers, students and all stake holders for ensuring effective implementation of Govt. sponsor schemes like swatch Bharat. 6. Make efforts towards gender sensitization and protection of woman rights.